

NEW POLICY ADDRESSES PRIME CONTRACTOR'S ACCOUNTABILITY TO CERTIFIED FIRMS

Effective May 23, 2005, all Prime Contractors are required to submit a Letter of Acknowledgement from certified women and minority firms that will be utilized in proposed projects. This is required for all Request for Proposals (RFP's), Request for Quote (RFQ) and Bids. The letter must meet the following requirements:

- Prepared on the certified firm's company letterhead
- State the dollar amount and participation percentage proposed
- Contain the signature of the owner of the certified firm

Before agreeing to the use of your name and services in a proposal – make sure that you have documented the terms of the agreement with the Letter of Acknowledgement in addition to any other contractual forms that your firm utilizes in contract negotiations.

NEW MINORITY AND WOMEN'S PARTICIPATION GOALS ADOPTED

The Governor's Commission on Minority and Women's Business Enterprises adopted new participation goals. The goals went into effect July 1, 2005.

Construction	6%	MBE	6%	WBE
Supplies	3%	MBE	3%	WBE
Professional Services	7%	MBE	10%	WBE

KEEP YOUR CONTACT INFORMATION UPDATED

The Bidder's Registration Database – certified firms are required to maintain their own contact information. Access <http://www.buyindiana.in.gov/>

The Minority and Women's Business Enterprises Database –certified firms are required to notify our office with contact changes. Send requests for change to mwdbe@idoa.in.gov.

BUSINESS DIVERSITY SERIES – TUESDAY, AUGUST 9, 2005 12PM – 2PM - INDIANAPOLIS, IN

Sponsored by

The Office of the Governor and The Minority and Women's Business Enterprises Division

"Tools for Success In the State Procurement Process"

"Stadium and Convention Center Construction Project"

Colts Training Center
7001 W. 56th Street
Indianapolis, IN

Guest Presenters

Tony Kirkland, Policy Director for Governor Daniels

Bill Edwards, Hunt Construction

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